

DEPARTMENT OF SOCIAL SERVICES
744 P Street, Sacramento, CA 95814



February 22, 1996

ALL-COUNTY INFORMATION NOTICE I-11-96

TO: ALL-COUNTY WELFARE DIRECTORS


Reason For This Transmittal

- ☐ State Law Change
- ☐ Federal Law or Regulation Change
- ☐ Court Order or Settlement Agreement
- ☒ Clarification Requested by one or More Counties
- ☐ Initiated by CDSS

SUBJECT: Implementation of the Share of Cost Report

At the request of the County Welfare Director's Association Case Management, Information and Payrolling System (CMIPS) Advisory Committee, a share of cost report has been developed. The report tracks the share of cost collected for arrears payment In-Home Supportive Services recipients. The report will be produced monthly and distributed with the Advance report to all counties.

The attached IHSS/CMIPS User's Manual section contains field by field instructions for the new report. Please call Karen Richardson, CMIPS Unit, at (916) 229-4021 if you have any questions.


CAROL R. WIDEMON
Deputy Director
Adult Services Division

Attachment

Share of Cost Report for Arrears Payments

This report shows the difference between the share of cost (SOC) authorized and collected for a recipient. The report also displays the detail information for providers who have an eligible segment for the reporting month. In addition, a county summary and state summary are produced.

The report is used to determine which recipients have a outstanding SOC liability, which is an overpayment of IHSS services, or an excess SOC credit, which is an underpayment of IHSS services. The report is sorted by county, district office, and recipient name; it is distributed monthly to the counties with the Advance reports.

General Description

The name of the county and the district office are displayed in the upper left corner of the report. Recipients appear on the report when the SOC collected, as shown in the three oldest monthly fields on the RSUM screen, is different than the SOC authorized in the corresponding eligibility segment on the 'M', 'N' or 'O' lines of the RELB screen. The status of the SOC for each recipient listed will be one of the four described below.

- Open: The SOC collected is **less** than the SOC authorized, and no authorized hours have been used.
- Partial: The SOC collected is **less** than the SOC authorized, and some, but not all, authorized hours have been used.
- Under: The SOC collected is **more** than the SOC authorized.
- Over: The SOC collected is **less** than the SOC authorized, and all the authorized hours have been used.

Providers appear on the report for informational purposes only. Any SOC adjustments made on the SPEC screen for a provider will automatically update the recipient's SOC field. However, adjustments made to the recipient's SOC will not update the provider's SOC fields.

Key Features

The following is a description of the information displayed in each column the first line of this report.

PAYMT

MONTH: The month and year from the RSUM screen that has the SOC difference.

SOC WRKR: The social worker assigned to the case.

RECIPIENT

NAME/ RECIPIENT

NUMBER: The recipient's name and case number.

STAT: The recipient's eligibility status during the payment month.

HOURS: The hours submitted for the payment month, as reported on the RSUM screen, or hours authorized on the RELB screen.

GROSS WAGES: The gross wages submitted for the payment month, as reported on the RSUM screen, or gross wages authorized on the RELB screen.

SHARE OF

COST: The SOC collected for the payment month, as reported on the RSUM screen, or SOC authorized on the RELB screen.

STATUS: The relationship between the difference of the SOC collected and SOC authorized and the amount of services paid for in the payment month:

OPEN: No services paid.
PARTIAL: Partial services paid.
UNDER: Underpayment of services.
OVER: Overpayment of services.

The information in the three row headings described below is displayed under the HOURS, GROSS WAGES and SHARE OF COST columns.

RECP

COLLECTED: The hours, gross wages, and SOC submitted for the payment month, as reported on the RSUM screen.

LESS RECP

AUTH: The hours, gross wages, and SOC authorized for the payment month on the RELB screen.

NET

DIFFERENCE: The net difference between the hours, gross wages, and SOC submitted and authorized.

The following is a description of the information displayed in each column of the second line of this report.

PROVIDER

NAME: The provider's name.

NUMBER:	The provider's number.
STAT:	The provider's eligibility status during the payment month.
PROV ELIG END DATE:	The eligibility end date corresponding to the payment month, as reported on the PELG screen.
AUTH HOURS:	The hours authorized for the payment month, as reported on the PELG screen.
SUBMT HOURS:	The hours paid or credited for the payment month, as reported on the PSUM screen.
GROSS WAGES:	The gross wages paid or credited for the payment month, as reported on the PSUM screen.
SHARE OF COST:	The SOC withheld or credited for the payment month, as reported on the PSUM screen.
NET PAYMENT:	The net amount paid or credited for the payment month, as reported on the PSUM screen.

In addition to the report described above, the following are also produced.

- A County Summary which displays the sum of the net difference between SOC authorized and SOC collected for all recipients for each of the payment months, for one county.
- A State Summary which displays, by county, the sum of the net difference between the SOC authorized and the SOC collected for each of the payment months, for all recipients.

JOB: HIHJ307F
 COUNTY: (49) SONOMA
 OFFICE: 01

STATE OF CALIFORNIA
 IN-HOME SUPPORTIVE SERVICES
 SHARE-OF-COST REPORT
 FOR ARREARS PAYMENTS

PAGE: 12
 RUN DATE: 12/26/95

PAYMT MONTH	SOC WRKR	RECIPIENT NAME RECIPIENT NUMBER	STAT		HOURS	GROSS WAGES	SHARE OF COST	STATUS
09/95	SC2B	DARVIS, VICKEY 49-03765375	T	RECP COLLECTED	45.0	194.40	0.00	
				LESS RECP AUTH	45.6	196.99	17.47	
				NET DIFFERENCE	0.6-	2.59-	17.47-	* PARTIAL *

PROVIDER NAME	NUMBER	STAT	PROV ELG END DATE	AUTH HOURS	SUBMT HOURS	GROSS WAGES	SHARE OF COST	NET PAYMENT
DARVIS, JUDY	740999	T	09/07/95	45.6	0.0	0.00	0.00	0.00
ULMANN, SUE	740999	T	09/07/95	45.6	14.0	60.48	0.00	43.85
DARVIS, LYNN	888022	T	09/07/95	45.6	31.0	133.92	0.00	118.50
				136.8	45.0	194.40	0.00	162.35

PAYMT MONTH	SOC WRKR	RECIPIENT NAME RECIPIENT NUMBER	STAT		HOURS	GROSS WAGES	SHARE OF COST	STATUS
09/95	SC2B	DUNCAN, SUSAN 49-03671555	E	RECP COLLECTED	0.0	0.00	0.00	
				LESS RECP AUTH	23.6	101.95	39.39	
				NET DIFFERENCE	23.6-	101.95-	39.39-	* OPEN *

* NO ACTIVE PROVIDER FOR MONTH *

PAYMT MONTH	SOC WRKR	RECIPIENT NAME RECIPIENT NUMBER	STAT		HOURS	GROSS WAGES	SHARE OF COST	STATUS
11/95	SC2B	DUNCAN, SUSAN 49-03671555	E	RECP COLLECTED	0.0	0.00	0.00	
				LESS RECP AUTH	23.6	101.95	39.39	
				NET DIFFERENCE	23.6-	101.95-	39.39-	* OPEN *

PROVIDER NAME	NUMBER	STAT	PROV ELG END DATE	AUTH HOURS	SUBMT HOURS	GROSS WAGES	SHARE OF COST	NET PAYMENT
HOPKINS, MOLLIE	567922	T	11/08/95	6.2	0.0	0.00	0.00	0.00
				6.2	0.0	0.00	0.00	0.00

STATE OF CALIFORNIA				PAGE: 64			
IN-HOME SUPPORTIVE SERVICES				RUN DATE: 12/26/95			
SHARE-OF-COST REPORT							
FOR ARREARS PAYMENTS							

JOB: HIHJ307F
COUNTY: (49) SONOMA

STATE OF CALIFORNIA
IN-HOME SUPPORTIVE SERVICES
SHARE-OF-COST REPORT

PAGE: 1
RUN DATE: 12/26/95

COUNTY SUMMARY

PAYMT MONTH	SHARE OF COST
09/95	5,280.44-
10/95	6,369.52-
11/95	7,548.34-
12/95	10.60-
=====	
TOTAL	19,208.90-

JOB: HIHJ307F
COUNTY: (59) ALL COUNTIES

STATE OF CALIFORNIA
IN-HOME SUPPORTIVE SERVICES
SHARE-OF-COST REPORT

PAGE: 3
RUN DATE: 12/26/95

STATE SUMMARY

COUNTY	PAYMT MONTH	SHARE OF COST	COUNTY	PAYMT MONTH	SHARE OF COST	COUNTY	PAYMT MONTH	SHARE OF COST
43 SANTA CLARA	09/95	1,738.10-	44 SANTA CRUZ	09/95	4,322.15-	45 SHASTA	09/95	4,137.77-
	10/95	2,132.80-		10/95	4,595.09-		10/95	5,104.42-
	11/95	2,933.87-		11/95	5,358.25-		11/95	3,045.98-
	12/95	0.00		12/95	0.00		12/95	215.80-
	=====			=====			=====	
	TOTAL	6,804.77-		TOTAL	14,275.49-		TOTAL	12,503.97-
46 SIERRA	09/95	304.80-	47 SISKIYOU	09/95	413.06-	48 SOLANO	09/95	1,929.76-
	10/95	278.60-		10/95	711.95-		10/95	2,606.97-
	11/95	164.00-		11/95	948.25-		11/95	4,611.59-
	12/95	137.24-		12/95	0.00		12/95	0.00
	=====			=====			=====	
	TOTAL	884.64-		TOTAL	2,073.26-		TOTAL	9,148.32-
49 SONOMA	09/95	5,280.44-	50 STANISLAUS	09/95	1,452.14-	51 SUTTER	09/95	68.39-
	10/95	6,369.52-		10/95	5,790.53-		10/95	135.08-
	11/95	7,548.34-		11/95	5,847.40-		11/95	411.86-
	12/95	10.60-		12/95	0.00		12/95	0.00
	=====			=====			=====	
	TOTAL	19,208.90-		TOTAL	13,090.07-		TOTAL	615.33-
52 TEHAMA	09/95	238.91-	53 TRINITY	09/95	129.13-	54 TULARE	09/95	3,674.18-
	10/95	62.39-		10/95	338.31-		10/95	3,455.39-
	11/95	15.20-		11/95	414.74-		11/95	3,912.25-
	12/95	0.00		12/95	0.00		12/95	135.30-
	=====			=====			=====	
	TOTAL	316.50-		TOTAL	882.18-		TOTAL	11,177.12-
55 TUOLUMNE	09/95	423.22-	56 VENTURA	09/95	2,303.29-	57 YOLO	09/95	541.57-
	10/95	379.20-		10/95	2,309.72-		10/95	637.41-
	11/95	378.10-		11/95	2,272.32-		11/95	761.11-
	12/95	0.00		12/95	0.00		12/95	89.60-
	=====			=====			=====	
	TOTAL	1,180.52-		TOTAL	6,885.33-		TOTAL	2,029.69-
58 YUBA	09/95	845.19-	59 ALL COUNTIES	09/95	276,182.49-			
	10/95	916.33-		10/95	306,398.48-			
	11/95	1,785.91-		11/95	405,765.36-			
	12/95	0.00		12/95	10,619.65-			
	=====			=====				
	TOTAL	3,547.43-		TOTAL	998,965.98-			